

WORK SESSION AGENDA

**CITY COUNCIL WORK SESSION
TUESDAY
MAY 28, 2013**

**COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
6:00 P.M.**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

MAYOR NABOURS
VICE MAYOR EVANS
COUNCILMEMBER BAROTZ
COUNCILMEMBER BREWSTER

COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER WOODSON

4. Public Participation

Public Participation enables the public to address the Council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

A. Picture Canyon Updates.

5. Preliminary Review of Draft Agenda for the June 4, 2013, Council Meeting.*

**Public comment on draft agenda items may be taken under "Review of Draft Agenda Items" later in the meeting, at the discretion of the Mayor. Citizens wishing to speak on agenda items not specifically called out by the City Council for discussion under the second Review section may submit a speaker card for their items of interest to the recording clerk.*

- 6. Discussion of Recreation User Fees.**
- 7. Discussion of Arizona Accord Resolution.**
- 8. Secondhand Pawn Ordinance Review.**
- 9. Review of Draft Agenda Items for the June 4, 2013, Council Meeting.***

**Public comment on draft agenda items will be taken at this time, at the discretion of the Mayor.*

10. Public Participation

11. Informational Items To/From Mayor, Council, and City Manager.

12. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2013.

Elizabeth A. Burke, MMC, City Clerk

Memorandum

6.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Brian Grube, Recreation Services Director
Date: 05/20/2013
Meeting Date: 05/28/2013



TITLE:

Discussion of Recreation User Fees.

DESIRED OUTCOME:

Review current City of Flagstaff athletic program fees and certain outside user group fees in regards to equity of cost relevant to field and facility use. At the conclusion of the presentation and discussion, staff will look for confirmation of support from Council for the adoption of the previously proposed user and program fees which will come before them in future Council meetings.

INFORMATION:

During the April Budget Retreat, Council indicated that in preparation of adopting the recommended increases to Recreation user and program fees, they wanted to better understand equity among City Recreation athletic programs and outside user groups. The staff presentation will provide important background information and an indepth look at equity in terms of fees charged and use of fields/facilities.

Attachments: User fee equity presentation

Form Review

Inbox	Reviewed By	Date
Finance Director	Rick Tadder	05/22/2013 01:06 PM
Executive Assistant to City Manager	Stephanie Smith	05/23/2013 09:39 AM
Community Enrichment Director	Elizabeth A. Burke	05/23/2013 09:53 AM
DCM - Jerene Watson	Jerene Watson	05/23/2013 12:21 PM
Form Started By: Brian Grube		Started On: 05/20/2013 04:28 PM
Final Approval Date: 05/23/2013		

City of Flagstaff



FY2014 Recreation Services User & Program Fees

Council Work Session
May 28, 2013

Levels of cost recovery

- Level 1 – Direct costs only
- Level 2 – Direct costs plus administrative costs from the Recreation section
- Level 3 – All of Level 2 plus allocated administrative costs from the City (burdened)
- Level 4 – All of Level 3 plus burdened costs of other City divisions that provide direct support

User Fees

- Goal – move full cost of services (level 4) from 15% to 25%
- This will generate approximately \$330,000 in additional revenue

Internal program fee philosophy



Current philosophy

Youth programming 50% of direct cost

Adult programming 100% of direct cost

- Commodities
- Contractuals
- Staffing

Field / facility maintenance cost



Field maintenance cost (level 1)

BBB fields = \$560,000

GF fields = \$121,500

Total = \$681,500

- 240 days of use
- 12 hours a day (average)
- 21 athletic fields (GF & BBB)

240 days x 12 hours/day x 21 fields =
60,480 usable field hours

$\$681,500 \div 60,480\text{hrs} = \text{\textbf{\$11/hr}}$

Jay Lively cost of recovery (level 1)

FY14 Budget = \$ 500,000

- Days open = 351(average)
- Hours per day 10 (average)

351 days @ 10hr/day = 3,510hrs

$\$500,000 \div 3510 = \text{\textbf{\$145/hr}}$

Program Fee Breakdown for COF leagues FY12 & 13

Programs	Length of Season (weeks)	Length of season (hours/average)	Registration fee / session	Average number of participants	Program revenue ⁵	Program cost (staff, cont/comm) ⁶ Level 1	Estimated field/facility cost - (not calculated in program cost)	Net	Net per hour	Net per participant
COF Leagues/Programs										
Athletics/FRC										
Adult Softball ¹	18	1404	\$275 team/session	4500	\$ 88,000	\$ 73,630	\$ 15,444	\$ (1,074)	\$ (1)	\$ (0)
Adult Coed Hockey ²	30	87	\$175 person/session	110	\$ 19,250	\$ 17,150	\$ 12,615	\$ (10,515)	\$ (121)	\$ (96)
Adult Volleyball ³	17	742	\$200 team/session	900	\$ 29,000	\$ 27,000	Note 3	\$ 2,000	\$ 3	\$ 2
Adult Basketball ³	12	240	\$275 team	700	\$ 18,000	\$ 18,760	Note 3	\$ (760)	\$ (3)	\$ (1)
Youth Basketball ³	10	465	\$35 person	245	\$ 8,575	\$ 15,000	Note 3	\$ (6,425)	\$ (14)	\$ (26)

Program Fee Breakdown for COF leagues FY14 proposed

Programs	Length of Season (weeks)	Length of season (hours)	Approximate registration fee / session (includes field/facility fee)	Average number of participants	Program revenue	Program cost (staff, cont/comm) Level 1	Estimated field/facility cost - (not calculated in program cost)	Net	Net per hour	Net per participant
COF Leagues/Programs										
Athletics/FRC										
Adult Softball ¹	18	1404	\$370 team/session	4500	\$ 118,400	\$ 73,630	\$ 15,444	\$ 29,326	\$ 21	\$ 7
Adult Coed Hockey ²	30	87	\$182 person/session	110	\$ 20,020	\$ 17,150	\$ 12,615	\$ (9,745)	\$ (112)	\$ (89)
Adult Volleyball ³	17	742	\$240 team/session	900	\$ 34,800	\$ 27,000	Note 3	\$ 7,800	\$ 11	\$ 9
Adult Basketball ³	12	240	\$350 team	700	\$ 22,925	\$ 18,760	Note 3	\$ 4,165	\$ 17	\$ 6
Youth Basketball ³	10	465	\$35 person	245	\$ 8,575	\$ 15,000	Note 3	\$ (6,425)	\$ (14)	\$ (26)

Notes:

1 - Average cost for field use projected at \$11/hr

2 - Full cost recovery for Jay Lively projected at \$145/hr

3 - FUSD IGA \$25,000 paid to FUSD for facility and field usage

4 - Unable to calculate with field/facility costs for FUSD fields

5 - COF cost recovery philosophy is 50% youth and 100% adult

6 - Direct cost only(does not include capital, or COF indirect cost)

User Fee Breakdown User Groups FY12

Organization Name	Length of season (weeks)	Length of season (average)	Cost per hour/person (COF charge)	Registration fee / session	Average number of participants	User fees paid to COF	Approximate staffing charges (direct staff only)	Total fees paid to COF	Estimated field/facility cost	Net	Net per hour	Net per participant
User Groups												
Flag Youth Hockey ²	51	788	\$52/hour	\$380 - \$1200	165	\$ 40,976	\$ 8,602	\$ 49,578	\$ 114,260	\$ (64,682)	\$ (82)	\$ (392)
Figure Skating Club ²	52	438	\$52/hour	\$35 - \$90/month	65	\$ 22,776	\$ 4,767	\$ 27,543	\$ 63,510	\$ (35,967)	\$ (82)	\$ (553)
Men's Hockey League ²	30	135	\$104/hour	\$398/person	110	\$ 14,040	\$ 1,546	\$ 15,586	\$ 19,575	\$ (3,989)	\$ (30)	\$ (36)
Cont LL ¹	16	4126	\$5.25/child	\$70 - \$100	475	\$ 2,494	\$ -	\$ 2,494	\$ 45,386	\$ (42,892)	\$ (10)	\$ (90)
Flag Soccer Club ¹	28	7959	\$5.25/child	\$50 - \$900	600	\$ 3,150	\$ -	\$ 3,150	\$ 87,549	\$ (84,399)	\$ (11)	\$ (141)
Youth football ¹	12	3512	\$5.25/child	\$150	200	\$ 1,050	\$ -	\$ 1,050	\$ 38,632	\$ (37,582)	\$ (11)	\$ (188)
Women's Soccer ¹	12	65.5	\$5.25/hr	\$50	75	\$ 344	\$ -	\$ 344	\$ 721	\$ (377)	\$ (6)	\$ (5)

User Fee Breakdown User Groups FY14 Proposed

Organization Name	Length of season (weeks)	Length of season (hours, where applicable)	Cost per hour/person (COF charge)	Registration fee / session	Average number of participants	User fees paid to COF (includes proposed fee increase)	Approximate staffing charges (direct staff only)	Total fees paid to COF	Estimated field/facility cost	Net	Net per hour	Net per participant
User Groups												
Flag Youth Hockey ²	51	788	\$61/hour	\$380 - \$1200	165	\$ 48,068	\$ 8,602	\$ 56,670	\$ 114,260	\$ (57,590)	\$ (73)	\$ (349)
Figure Skating Club ²	52	438	\$61/hour	\$35 - \$90/month	65	\$ 26,718	\$ 4,767	\$ 31,485	\$ 63,510	\$ (32,025)	\$ (73)	\$ (493)
Men's Hockey League ²	30	135	\$132/hour	\$398/person	110	\$ 17,820	\$ 1,546	\$ 19,366	\$ 19,575	\$ (209)	\$ (2)	\$ (2)
Cont LL ¹	16	4126	\$6.25/child	\$70 - \$100	475	\$ 2,969	\$ -	\$ 2,969	\$ 45,386	\$ (42,417)	\$ (10)	\$ (89)
Flag Soccer Club ¹	28	7959	\$6.25/child	\$50 - \$900	600	\$ 3,750	\$ -	\$ 3,750	\$ 87,549	\$ (83,799)	\$ (11)	\$ (140)
Youth football ¹	12	3512	\$6.25/child	\$150	200	\$ 1,250	\$ -	\$ 1,250	\$ 38,632	\$ (37,382)	\$ (11)	\$ (187)
Women's Soccer ¹	12	65.5	\$6.25/hr	\$50	75	\$ 409	\$ -	\$ 409	\$ 721	\$ (311)	\$ (5)	\$ (4)

Notes:												
1 - Average cost for field use projected at \$11/hr												
2 - Full cost recovery for Jay Lively projected at \$145/hr												



Questions and Discussion

Memorandum

7.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 05/22/2013
Meeting Date: 05/28/2013



TITLE:

Discussion of Arizona Accord Resolution.

DESIRED OUTCOME:

Provide staff direction.

INFORMATION:

On February 5, 2013, support of the Arizona Accord was on the agenda for Discussion, to determine if there were enough Councilmembers interested in bringing this item forward at a regular meeting. Such support was voiced, and Vice Mayor Evans and Councilmember Barotz agreed to prepare for this item. Attached is a draft resolution for consideration (with two options), with wording drafted by Councilmember Barotz.

Additionally, a copy of the materials supplied by Vice Mayor Evans at the last meeting is attached.

Attachments: [Draft.Resolution](#)
[Background](#)
[Listing](#)

Form Review

Inbox	Reviewed By	Date
DCM - Jerene Watson	Jerene Watson	05/23/2013 12:38 PM
Form Started By: Elizabeth A. Burke		Started On: 05/22/2013 10:59 AM
	Final Approval Date: 05/23/2013	

RESOLUTION NO. 2013-XX

**A RESOLUTION OF THE COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA
CONCERNING THE ARIZONA ACCORD (FIVE PRINCIPLES TO GUIDE
ARIZONA'S IMMIGRATION DISCUSSION)**

RECITALS:

WHEREAS, the Flagstaff City Council has reviewed the Arizona Accord, attached hereto as Exhibit A, which proposes five principles to guide immigration discussion and reform efforts.

ENACTMENTS:

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS
FOLLOWS:**

Option 1

The Flagstaff City Council supports the basic ideas in the Arizona Accord. We believe they can help inform dialogue at the local, state and federal levels about realistic solutions to the immigration challenges our country is facing.

Option 2

The Flagstaff City Council hereby supports the general ideas in the Arizona Accord, a declaration drafted to inform community conversations about our immigration challenges and policymakers as they craft realistic solutions to the problem.

PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this _____ day of _____, 2013.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

THE ARIZONA ACCORD

A DECLARATION OF FIVE PRINCIPLES TO GUIDE ARIZONA'S IMMIGRATION DISCUSSION



FEDERAL SOLUTIONS – Immigration is a federal policy issue between the U.S. government and other countries—not Arizona and other countries. We urge Arizona's congressional delegation, and others, to lead efforts to strengthen federal laws and protect our national borders. We urge state leaders to adopt reasonable policies addressing immigrants in Arizona.

LAW ENFORCEMENT – We respect the rule of law and support law enforcement's professional judgment and discretion. Local law enforcement resources should focus on criminal activities, not civil violations of federal code.

FAMILIES – Strong families are the foundation of successful communities. We oppose policies that unnecessarily separate families. We champion policies that support families and improve the health, education and well-being of all Arizona children.

ECONOMY – Arizona is best served by a free-market philosophy that maximizes individual freedom and opportunity. We acknowledge the economic role immigrants play as workers and taxpayers. Arizona's immigration policies must reaffirm our global reputation as a welcoming and business-friendly state.

A FREE SOCIETY – Immigrants are integrated into communities across Arizona. We must adopt a humane approach to this reality, reflecting our unique culture, history and spirit of inclusion. The way we treat immigrants will say more about us as a free society and less about our immigrant neighbors. Arizona should always be a place that welcomes people of goodwill.

Section 15 Item to be presented by
Council member Coral J. Evans, MBA
May 22nd, 2012

Resolution in Support of the Arizona Accord

OVERVIEW STATEMENT

As a border state, Arizona faces issues related to immigration not found in a majority of other states. Because of this, Arizona over the past several years has become the central battleground for controversial immigration measures which generated additional concerns and impacts on Arizona and negatively affected our state's reputation and image on the national stage.

The level of acrimony within the public discourse has made it nearly impossible for a realistic approach and solution to be found. There have been unfounded and rampant accusations on both sides of the aisle. This lack of reasonable and constructive discussions in matters related to immigration has prevented policymakers from reaching realistic and holistic solutions.

The Arizona Accord is a simple declaration of five broad principles meant to guide policymakers at both the state and, more importantly, national level. We believe these principles can act as guardrails to the crafting and passage of legislation and regulations related to immigration and will provide a foundation for policymakers and the community as a whole to engage in a more civil and effective dialogue when confronting matters of immigration and a broken federal system.

THE ARIZONA ACCORD (IN ITS ENTIRETY)

FEDERAL SOLUTIONS Immigration is a federal policy issue between the U.S. government & other countries, not Arizona and other countries. We urge Arizona's congressional delegation, and others, to lead efforts to strengthen federal laws and protect our national borders. We urge state leaders to adopt reasonable policies addressing immigrants in Arizona.

LAW ENFORCEMENT We respect the rule of law & support law enforcement's professional judgment and discretion. Local law enforcement resources should focus on criminal activities, not civil violations of federal code.

FAMILIES Strong families are the foundation of successful communities. We oppose policies that would unnecessarily separate families. We champion policies that support families and improve the health, education and well-being of all Arizona children.

ECONOMY Arizona is best served by a free-market philosophy that maximizes individual freedom and opportunity. We acknowledge the economic role immigrants play as workers and taxpayers. Arizona's immigration policies must reaffirm our global reputation as a welcoming and business-friendly state.

A FREE SOCIETY Immigrants are integrated into communities across Arizona. We must adopt a humane approach to this reality, reflecting our unique culture, history & spirit of

inclusion. The way we treat immigrants will say more about us as a free society and less about our immigrant neighbors. Arizona should always be a place that welcomes people of goodwill.

CITIES/TOWNS/ORGANIZATIONS IN ARIZONA WHO SUPPORT THE ARIZONA ACCORD

- Greater Phoenix Leadership (GPL)
- Greater Phoenix Economic Council (GPEC)
- Arizona Farm Bureau
- Western Growers
- Arizona Hispanic Chamber of Commerce
- Tucson Hispanic Chamber of Commerce
- Chicanos Por La Causa
- The Real Arizona Coalition
- Arizona Interfaith Network
 - Valley Interfaith Project
 - Northern Arizona Interfaith Council
 - Yuma County Interfaith Council
 - Pima County Interfaith Council
- City of Tucson
- City of Tolleson
- City of Mesa Human Relations Advisory Board
- City of Phoenix Human Relations Commission
- City of Tucson Human Relations Commission
- Arizona Employers for Immigration Reform
- Friendly House
- East Valley Patriots
- One Arizona Interfaith Leaders
- Promise Arizona
- Ironco Enterprises
- Sundt Construction
- McCarthy Construction
- Valle del Sol
- Farnsworth Companies
- Catholic Community Services of Southern Arizona
- Farmers Investment Co. (FICO)
- Members of the Board of Rabbis of Greater Phoenix

REQUEST

I am requesting that the City of Flagstaff issue a non-binding resolution in support of the principles spelled out in the Arizona Accord.

MAJOR ARIZONA ACCORD ENDORSING ORGANIZATIONS AND BUSINESSES

- Greater Phoenix Leadership (GPL)
- Greater Phoenix Economic Council (GPEC)
- Arizona Farm Bureau
- Western Growers
- Arizona Hispanic Chamber of Commerce
- Tucson Hispanic Chamber of Commerce
- Chicanos Por La Causa
- The Real Arizona Coalition
- Arizona Interfaith Network
 - Valley Interfaith Project
 - Northern Arizona Interfaith Council
 - Yuma County Interfaith Council
 - Pima County Interfaith Council
- City of Tucson
- City of Tolleson
- City of Mesa Human Relations Advisory Board
- City of Phoenix Human Relations Commission
- City of Tucson Human Relations Commission
- Arizona Employers for Immigration Reform
- Friendly House
- East Valley Patriots
- One Arizona Interfaith Leaders
- Promise Arizona
- Ironco Enterprises
- Sundt Construction
- McCarthy Construction
- Valle del Sol
- Farnsworth Companies
- Catholic Community Services of Southern Arizona
- Farmers Investment Co. (FICO)
- Members of the Board of Rabbis of Greater Phoenix *

Memorandum

8.

CITY OF FLAGSTAFF



To: The Honorable Mayor and Council
From: Adrian Barreras, Detective
Date: 05/20/2013
Meeting Date: 05/28/2013

TITLE:

Secondhand Pawn Ordinance Review.

DESIRED OUTCOME:

Provide staff with a review of the Secondhand Pawn Ordinance that went into effect on June 2, 2012.

INFORMATION:

The Secondhand Pawn Ordinance was revised last year and the revised ordinance went in to effect on June 2, 2012. City staff requested a review of the Secondhand Pawn Ordinance after it had been in effect for approximately one year. The Flagstaff Police Department will provide information on cases investigated through the Secondhand Pawn Program. The Flagstaff Police Department will also provide a cost breakdown of the programs expenses as well as revenue that was generated.

Attachments: [City Ordinance](#)
[Power Point Presentation](#)

Form Review

Inbox	Reviewed By	Date
Police Chief	Adrian Barreras	05/21/2013 10:46 AM
Detective (Originator)	Adrian Barreras	05/21/2013 02:51 PM
Police Chief	Kevin Treadway	05/21/2013 03:24 PM
DCM - Josh Copley	Josh Copley	05/22/2013 12:37 PM
Form Started By: Adrian Barreras		Started On: 05/20/2013 04:03 PM
Final Approval Date: 05/22/2013		

CHAPTER 3-02 PAWNBROKERS AND SECONDHAND/ANTIQUE DEALERS

SECTIONS:

[3-02-001-0001](#) DEFINITIONS:

[3-02-001-0002](#) PAWNBROKERS, SECONDHAND DEALERS, JUNK COLLECTORS AND JUNK

DEALERS REPORTS:

[3-02-001-0003](#) DAILY REPORT: FILING AND INSPECTION:

[3-02-001-0004](#) REGULATION FOR JUNK DEALERS AND JUNK COLLECTORS:

[3-02-001-0005](#) UNLAWFUL ACTS:

[3-02-001-0006](#) TRANSACTION FEE:

3-02-001-0001 DEFINITIONS:

FIREARM: Means any loaded or unloaded pistol, revolver, rifle, shotgun or other weapon that will or is designed to or may readily be converted to expel a projectile by the action of an explosive, except that it does not include a firearm in permanently inoperable condition.

ITEMS OF INTEREST: Means:

1. Digital video discs; compact discs; video games;
2. Jewelry and items containing precious metals;
3. Electronics, including, but not limited to, laptop computers, iPods and other portable music and video players;
4. Tools, both hand and electric;
5. Bicycles; and
6. Any good or article that bears a serial number or owner applied number.

PAWNBROKER: Means any person engaged in the business of advancing money on the security of pledged goods or is engaged in the business of purchasing tangible personal property on the condition that it may be redeemed or repurchased by the seller for a fixed or variable price within a fixed or variable period of time,

whether such business be the principal or sole business so carried on, managed or conducted, or merely incidental to, in connection with, or a branch or department of some other business or businesses.

PAWNSHOP: Means any room, store or place in which a business as defined above is engaged in, carried on or conducted.

PERSON: Means any individual, proprietor, employee, agent, company, organization, association, joint venture, partnership, business trust or corporation. The provisions of this chapter shall not apply to organizations that have been determined to be exempt from taxation, pursuant to section 501(c) of the Internal Revenue Code, by the Internal Revenue Service, including charitable, religious and educational organizations.

PRECIOUS METALS: Means silver, gold or platinum in either coin, bullion or other form. This Chapter shall not apply to coins traded, tendered or exchanged for the face value of such coins, but only to those coins traded, pawned, exchanged or purchased at a price above the face value of such coins upon the basis, express or implied, that the value above the face value is derived from the age, rareness, condition, content, or historical association of the coins.

SECONDHAND DEALER/ANTIQUÉ DEALER: Means any person, other than a person who deals exclusively in secondhand books, magazines, handbills, and/or posters, engaged in, conducting, managing or carrying on the business of buying, selling, trading, exchanging, taking upon consignment, or otherwise dealing in secondhand goods, firearms, wares, merchandise, jewelry, precious metals, coins or paper money in excess of the face value of such currency, or articles, whether such business be the principal or sole business so carried on, managed, or conducted or be merely incidental to, in connection with, or a branch or a department of some other business. This term shall not include those articles of property the transfer of title to which is required by the laws of this state to be evidenced by written instrument and recorded in an appropriate office of state or county government. (Amended Ord. 2008-18, 01/01/2009; Ord. 2012-01, Amended, 05/01/2012)

3-02-001-0002 PAWNBROKERS, SECONDHAND DEALERS, JUNK COLLECTORS AND JUNK DEALERS REPORTS:

A.

1. Every secondhand dealer/antique dealer shall electronically submit a full, true and complete report of all items of interest purchased, when the total fair market value of such items within a single transaction exceeds twenty-five dollars (\$25), to a secure online database approved by the Chief of Police, in writing, and accessible to the Flagstaff Police Department, within two (2)

days of receipt of the property concerned. All other goods, wares, merchandise or items purchased with a fair market value of one hundred dollars (\$100) or greater shall be reported in accordance with the electronic submittal requirements of this section. Transactions may not be split in order to avoid the reporting requirements of this section.

2. Every person engaged in the business of pawnbroker shall electronically submit a full, true and complete report of all items of interest received, pawned, pledged or purchased, when the total fair market value of such items within a single transaction exceeds twenty-five dollars (\$25.00), to a secure online database approved by the Chief of Police, in writing, and accessible to the Flagstaff Police Department, within two (2) days of receipt of the property concerned. All other goods, wares, merchandise or items received with a fair market value of one hundred dollars (\$100) or greater shall be reported in accordance with the electronic submittal requirements of this section. Renewals or extensions of items previously pawned and reported pursuant to this section, and continuously in the possession of the person engaged in the business of pawnbroker, are exempt from the provisions of this Section. Transactions may not be split in order to avoid the reporting requirements of this section.

B. Such report shall show the hour of the day and the date when each article was received in trade, on deposit, in pawn, pledge or by purchase, and the true name, signature, description and address of each individual delivering the article of property ascertained by such pawnbroker or such person or persons by whom any such goods, wares, merchandise or article was left or deposited, traded, pawned, pledged or sold with a valid motor vehicle operator's license, valid motor vehicle non-operating identification license, valid armed forces identification card or other valid photo identification. The description shall show the height, date of birth, sex, complexion, color of hair, and color of eyes. Such report shall also show the number of the pawn ticket, the serial or identification number of the valid identification presented sufficient to verify the information required by this section, the amount loaned or paid thereon and the quantity of purchased, deposited, received, pledged or traded. If any article so left on deposit, received, pawned, pledged, purchased, or traded has engraved thereon any number, word, or initial; or contain any settings of any kind, the description of such article in such report shall contain such number, word, or initial, and shall show the kind of settings and the number of each kind.

C. Every report required by the terms of this chapter to be filed or kept, shall be written or printed entirely in the English language in a clear and legible manner.

(Amended, Ord. 2008-18, 01/01/2009; Ord. 2012-01, Amended, 05/01/2012)

3-02-001-0003 DAILY REPORT: FILING AND INSPECTION:

The Chief of Police shall file in a secure place within the Flagstaff Police Department all reports received pursuant to the terms of this chapter, and the same shall be open to inspection only by employees of the Flagstaff Police Department, law enforcement officers, or upon an order of a court of competent jurisdiction or of the Chief of Police made for that purpose.

(Amended Ord. 2008-18, 01/01/2009; Ord. 2012-01, Amended, 05/01/2012)

3-02-001-0004 REGULATION FOR JUNK DEALERS AND JUNK COLLECTORS:

RESERVED

(Ord. 2012-01, Amended, 05/01/2012)

3-02-001-0005 UNLAWFUL ACTS:

A. It shall be unlawful for any secondhand dealer/antique dealer to deface, alter, change or destroy, part with, conceal, give away, sell or dispose of any goods, wares, merchandise or article before and until one week after electronically submitting to the Chief of Police the report hereinabove required in accordance with the provisions of this chapter. Upon request, goods, wares, merchandise, or articles held by secondhand dealers/antique dealers pursuant to this subsection shall be made available for inspection at the Flagstaff Police Department.

B. It shall be unlawful for any person engaging in, conducting, managing or carrying on the business of pawnbroker or secondhand dealer/antique dealer or for any agent or employee of any such person to fail, refuse or neglect to file any report in the form, in the manner, at the time and in all respects in accordance with the requirements of this chapter, or to fail, refuse or neglect to keep a record in the form and in the manner required by this chapter, or to fail, refuse or neglect to exhibit to any law enforcement officer, immediately upon demand for the privilege of such inspection, any such record or any goods, wares or merchandise or things pledged to or purchased or received by such person.

C. No pawnbroker or secondhand dealer/antique dealer shall purchase, or receive on deposit, or accept as a pledge any goods, wares, merchandise or anything whatsoever from, or make a loan to any person under the age of eighteen (18) years.

D. No person shall sign a fictitious name or address to any bill of sale for any goods, wares or merchandise referred to in this chapter, or to any pawnshop ticket or make any false entry in any report or record required by this chapter.

E. Any person who violates any provision of this chapter shall be guilty of a Class 1 misdemeanor and, upon conviction, shall be punished by a fine of not less than one hundred fifty dollars nor more than two thousand five hundred dollars or by imprisonment in the county jail for a period not to exceed six months, or by both such fine and imprisonment.

(Amended Ord. 2008-18, 01/01/2009; Ord. 2012-01, Amended, 05/01/2012)

3-02-001-0006 TRANSACTION FEE:

A. Every person engaged in the business of pawnbroker shall pay to the City of Flagstaff a fee in the amount of three dollars (\$3.00) for each report required to be prepared pursuant to F.C.C. § [3-02-001-0002](#)(A.)(2.).

B. All pawnbrokers must pay the fee established by this section in full to the City of Flagstaff on the last business day of the month following the month in which the report required by F.C.C. § [3-02-001-0002](#)(A.)(2.) was required to be prepared.

C. Every secondhand dealer/antique dealer shall pay to the City of Flagstaff a fee in the amount of three dollars (\$3.00) for each report required to be prepared pursuant to F.C.C. § [3-02-001-0002](#)(A.)(1.).

D. All secondhand dealers/antique dealers must pay the fee established by this section in full to the City of Flagstaff on the last business day of the month following the month in which the report required by F.C.C. § [3-02-001-0002](#)(A.)(1.) was required to be prepared.

(Ord. 226, 1-12-20; Amended Ord. No. 2008-18, 01/01/2009; Ord. 2012-01, Amended, 05/01/2012)

FLAGSTAFF POLICE DEPARTMENT

PAWN / SECONDHAND PROGRAM

May, 2013

CASES INVESTIGATED

from June, 2012 to May, 2013

- 52 cases were investigated
 - 37 cases involved pawn shops
 - 24 cases involved secondhand shops
 - 9 of those cases involved both pawn shops and secondhand shops
 - 27 arrests have been made
- Value of Recovered Stolen Property
 - 150 stolen items recovered valued at \$60,800.52

Estimated Annual Expenses for FY 2013

- Leads Online
 - \$5,158.00
- Vehicle Expenses
 - Fuel \$694.00
 - Maintenance \$35.00
- Training/ Travel
 - \$251.77
- Detective Full Burden Rate
 - \$105,684.80
- **Total Expenses** for FY 2013
 - **\$111,823.57**

PAWN AND SECONDHAND TRANSACTIONS/ REVENUE

July -December 2012

- **Transactions Reported**

- Secondhand
 - 7,465 Transactions
- Pawn
 - 11,219 Transactions
- Total Transactions
 - 18,684

* **Estimated annual** number of transactions

- 37,368

- **Revenue Received**

- Secondhand
 - \$22,395.00
- Pawn
 - \$33,657.00
- Total Revenue
 - \$56,052.00

* **Estimated annual** revenue

- \$112,104.00

Expenses Vs. Revenue

FY 2013

EXPENSES

\$111,823.57

REVENUE

\$112,104.00

* Difference of \$280.43